

13 March 1970

MEMORANDUM FOR: Director of Training

SUBJECT : Support School Weekly Report
9 - 13 March 1970

A. COURSES

<u>COURSES IN PROGRESS</u>	<u>DATE</u>	<u>STUDENTS</u>
Field Finance and Logistics	24 Feb. - 13 Mar.	22
Clerical Refresher	16 Feb. - 13 Mar.	7

B. MANAGEMENT TRAINING

1. MEDC

Letters expressing appreciation to the non-Agency speakers who participated in MEDC #23 have been written as well as letters thanking our SAC and NASA field trip hosts.

The draft of the MEDC #23 course report has been completed and the final version is now in preparation.

3. GENERAL

We are still waiting to hear from Logistics if Room 607, Magazine will be made available to us. If the space is forthcoming, it will be used by the three members of the Midcareer Executive Development staff. Receipt of Room 607 would greatly alleviate the present crowded condition of the Management Faculty.

C. ADMINISTRATIVE TRAINING

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Mrs. [REDACTED] completed the 12-hour Computer Language course: APL/360 as an initial step by the Support School in investigating the advantages and limitations of the computer terminal as a tool in education and training.

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[REDACTED]
Chief, Support School
Office of Training

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